

Foreign Service Limited Position Opportunity - Program Officer - FL-0343-04, PD# 32798

- **Agency:** U.S. Agency for International Development
- **Organization:** Bureau for Resilience and Food Security (RFS)
- **Location of Position:** Washington, DC
- **Open Period:** May 23, 2022 - June 13, 2022
- **Appointment Type:** This is an excepted service, time-limited appointment that is not-to-exceed five (5) years
- **Salary:** (USD) \$78,998 - \$116,012
- **Number of Vacancies:** 1

Description of Organization: This position is located on the Private Sector Engagement (PSE) Team in the Policy, Analysis and Engagement Office (PAE) of USAID's Bureau for Resilience and Food Security (RFS). RFS's mission is to partner to advance inclusive agriculture-led growth, resilience, nutrition, and access to water and sanitation. RFS oversees four high-level, integrated efforts in support of this mission: (1) Feed the Future, guided by the Global Food Security Strategy (GFSS), (2) the USAID Multi-Sector Nutrition Strategy, (3) the U.S. Global Water Strategy, and (4) efforts to increase resilience in areas of recurrent humanitarian crisis. To deliver on this work, RFS partners with other Federal Departments and Agencies, USAID Bureaus and Missions, universities, civil society, and other public and private-sector actors.

The Policy and Analysis Office (PAE) coordinates across RFS, the U.S. Government Interagency and external partners to set and adjust strategic and policy priorities, generate evidence, and disseminate learning. The Office leads RFS efforts to mobilize diverse public and private sector partners to engage in a shared resilience and food and water security agenda, leads the Bureau's analytics, performance management, and learning functions, and provides thought leadership and expertise on how to support countries' efforts to strengthen policy systems and public investments in food and water security, nutrition and resilience.

Description of Position:

The incumbent:

- Serves as a program manager on the PSE Team in the Bureau for Resilience and Food Security (RFS), with particular responsibilities for project management, reporting, monitoring, private sector engagement advisory services, and partnership management.
- Works alongside office leadership and technical experts to ensure that private sector engagement objectives and process milestones are met.
- Supports the design, development, procurement, and management of contracts and grants.
- Regularly prepares reports for internal and external audiences and develops both written and oral presentations, reports, and tracking systems.
- Supports private sector engagement and market-driven development in core food security, water, sanitation & hygiene, nutrition, and resilience technical areas.
- Advises Bureau leadership on strategic partnership engagement with key private sector

partners and industry groups, including identifying entry points, cultivating new partnership opportunities, and ensuring partnerships are aligned with and deliver on development priorities.

- Works to develop and reinforce processes for knowledge management, learning, and application of best practices in partnerships and private sector engagement-- internally in the Bureau, with USAID field Missions, and also at the Agency level via contributions to the PSE evidence and learning agenda.
- Plays a key role in coordinating PSE activities, processes, and relationships among various RFS, Agency, and interagency operating units, ensuring sound program management of RFS activities and lines of effort.
- Supports formal and informal reporting functions through development and dissemination of data, analyses, and presentations and by serving as a liaison between RFS technical teams, the RFS Program and Country Support Offices, other Agency Bureaus, and overseas Missions.
- Engages with external private sector partners by supporting outreach events, conferences, and meetings and contributing to the development of communication and outreach materials and events.
- Provides critical support to ensure efficient operation of the office.
- Performs other duties as assigned.

Qualifications:

- Must be a U.S. citizen.
- You must have one year of specialized experience equivalent to the next lower grade level, FL-5/GS-11, of this position. Examples of specialized experience include: (a) coordinating and supporting the management of international development or similar programs; (b) financial management, tracking, and reporting, such as for government contracts or grants; and (c) managing professional relationships including information sharing, reporting, and process coordination.
- Must be eligible to obtain and maintain a Secret security clearance.

Interested candidates should submit a:

- Resume/CV; and
- A short written statement of interest specific to this position.

Please submit your application package to <rfsjobs@usaid.gov>. Please use the subject line “FSL APPLICATION PACKAGE: #32798 Program Officer, FL-0343-04, RFS/Policy and Analysis Office.”

Application submissions are required by 11:59 pm (EST) June 23, 2022. Packages not submitted by the deadline with the specified subject line—or incomplete packages—will not receive consideration.

This notice may be used to fill additional vacancies, as the workforce needs of the Bureau may change.

[EEO Policy Statement](#)

Reasonable Accommodation Policy

Any questions concerning this notice may be directed to:

-- Keith Dokho , RFS/PAE, kdokho@usaid.gov